

**TOWN OF NORTH HEMPSTEAD  
BUSINESS AND TOURISM DEVELOPMENT CORPORATION**

**Minutes of**

**REGULAR MEETING**

**March 29, 2011**

**7:15 p.m.**

**Town Board Meeting Room  
220 Plandome Road  
Manhasset, New York**

**Attendance**

The following Directors of the Corporation attended the meeting:

Viviana L. Russell

Thomas K. Dwyer

Maria-Christina Poons

Lee R. Seeman

Fred L. Pollack

Jonathan S. Kaiman

The following Directors of the Corporation were absent:

Angelo P. Ferrara

The following staff and consultants attended the meeting:

Ian R. Siegel, Executive Director

Louise Fishman, Program Director

Andrew M. Hyman, In-house Counsel

## **Call to Order**

The meeting was called to order at 7:17 p.m.

## **Minutes of Meeting Held on December 14, 2010**

Upon the motion of Mr. Kaiman, duly seconded, the minutes of the meeting held on December 14, 2010 were unanimously accepted.

## **For Information – Public Authorities Board Governance Training**

The Directors were reminded of their obligation to undergo public authorities board governance training pursuant to the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009.

## **For Consideration**

The following resolutions were considered:

### **RESOLUTION NO. 1 (2011)**

#### **A RESOLUTION ELECTING OFFICERS OF THE CORPORATION.**

**WHEREAS**, Article VI, Section 1 of the By-Laws of the Town of North Hempstead Business and Tourism Development Corporation (the "Corporation") establishes the Chair of the Board, Vice Chairman, Secretary and Treasurer as the officers of the Corporation (the "Officers"), which are to be elected by a majority vote of the directors of the Corporation (the "Directors"), and such other assistants as the Directors may deem expedient; and

**WHEREAS**, the Directors wish to nominate and elect the following as officers of the Corporation:

Chair of the Board	Jonathan S. Kaiman
Vice Chair of the Board	Thomas K. Dwyer
Secretary	Andrew M. Hyman
Treasurer	Fred L. Pollack

#### **NOW, THEREFORE, BE IT**

**RESOLVED**, that the Directors hereby nominate and elect the following persons as Officers:

Chair of the Board	Jonathan S. Kaiman
Vice Chair of the Board	Thomas K. Dwyer
Secretary	Andrew M. Hyman
Treasurer	Fred L. Pollack

; and be it further

**RESOLVED**, that the Directors hereby authorize the taking of such other action as may be necessary to effectuate the foregoing

Upon the motion of Mr. Kaiman, the resolution was adopted.

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#### **RESOLUTION NO. 2 (2011)**

#### **A RESOLUTION APPOINTING THE CHIEF EXECUTIVE OFFICER AND THE CHIEF FINANCIAL OFFICER OF THE CORPORATION.**

**WHEREAS**, Article V, Section 13 (b) of the By-Laws of the Town of North Hempstead Business and Tourism Development Corporation (the "Corporation") requires the directors of the Corporation (the "Directors") to appoint a Chief Executive Officer and a Chief Financial Officer of the Corporation; and

**WHEREAS**, the Directors wish to appoint Ian R. Siegel as the Chief Executive Officer of the Corporation and Louise Fishman as the Chief Financial Officer of the Corporation.

#### **NOW, THEREFORE, BE IT**

**RESOLVED**, that the Directors hereby appoint Ian R. Siegel as the Chief Executive Officer of the Corporation and Louise Fishman as the Chief Financial Officer of the Corporation; and be it further

**RESOLVED**, that the Directors hereby authorize the taking of such other action as may be necessary to effectuate the foregoing.

Upon the motion of Mr. Kaiman, the resolution was adopted.

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**RESOLUTION NO. 3 (2011)**

**A RESOLUTION AMENDING THE BY-LAWS OF THE CORPORATION.**

**WHEREAS**, Article X of the By-Laws (the “By-Laws”) of the Town of North Hempstead Business and Tourism Development Corporation (the “Corporation”) provides for the amendment of the By-Laws by a majority vote of a quorum of the board of directors of the Corporation (the “Directors”); and

**WHEREAS**, adoption of the Public Authorities Reform Act of 2009 by the New York State Legislature, and its signing into law by the Governor of the State of New York, makes it necessary to amend the By-Laws as set forth in the revised draft of same included with the materials of this meeting (the “Amended By-Laws”); and

**WHEREAS**, the Directors wish to adopt the Amended By-Laws

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Directors hereby adopt the Amended By-Laws; and be it further

**RESOLVED**, that the Directors hereby authorize the Executive Director to take such other action as may be necessary to effectuate the foregoing.

Upon the motion of Mr. Kaiman, the resolution was adopted.

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**RESOLUTION NO. 4 (2011)**

**A RESOLUTION REVIEWING AND ACCEPTING A MISSION STATEMENT AND PERFORMANCE MEASUREMENT REPORT FOR THE CORPORATION.**

**WHEREAS**, the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009, requires the board of directors (the “Directors”) of the Town of North Hempstead Business and Tourism Development Corporation (the “Corporation”) to annually review and accept a Mission Statement and Performance Measurement Report (the “Mission Statement”); and

**WHEREAS**, staff of the Corporation have composed the Mission Statement included with the materials presented at this meeting; and

**WHEREAS**, the Directors have reviewed and wish to accept the Mission Statement.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Directors hereby accept the Mission Statement; and be it further

**RESOLVED**, that the Directors hereby authorize the Executive Director to file the Mission Statement with the Chief Executive Officer of the Corporation, the Chief Financial Officer of the Corporation, the New York State Authorities Budget Office, and the Supervisor of the Town of North Hempstead, and to take such other action as may be necessary to effectuate the foregoing.

Upon the motion of Mr. Kaiman, the resolution was adopted.

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### **RESOLUTION NO. 5 (2011)**

#### **A RESOLUTION REVIEWING AND ACCEPTING THE STATEMENT OF PROCUREMENT POLICY OF THE CORPORATION.**

**WHEREAS**, the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009, requires the board of directors (the “Directors”) of the Town of North Hempstead Business and Tourism Development Corporation (the “Corporation”) to annually review and accept a Statement of Procurement Policy (the “Policy”); and

**WHEREAS**, staff of the Corporation have composed the Policy included with the materials presented at this meeting; and

**WHEREAS**, the Directors have reviewed and wish to accept the Policy.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Directors hereby accept the Policy; and be it further

**RESOLVED**, that the Directors hereby authorize the Executive Director to post the Policy on the Corporation’s webpage, and to take such other action as may be necessary to effectuate the foregoing.

Upon the motion of Mr. Kaiman, the resolution was adopted.

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**RESOLUTION NO. 6 (2011)**

**A RESOLUTION REVIEWING AND ACCEPTING THE  
INVESTMENT POLICY OF THE CORPORATION.**

**WHEREAS**, the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009, requires the board of directors (the “Directors”) of the Town of North Hempstead Business and Tourism Development Corporation (the “Corporation”) to annually review and accept an Investment Policy (the “Policy”); and

**WHEREAS**, staff of the Corporation have composed the Policy included with the materials presented at this meeting; and

**WHEREAS**, the Directors have reviewed and wish to accept the Policy.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Directors hereby accept the Policy; and be it further

**RESOLVED**, that the Directors hereby authorize the Executive Director to post the Policy on the Corporation’s webpage, and to take such other action as may be necessary to effectuate the foregoing.

Upon the motion of Mr. Kaiman, the resolution was adopted.

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**RESOLUTION NO. 7 (2011)**

**A RESOLUTION REVIEWING AND ACCEPTING THE  
PROPERTY DISPOSITION POLICY OF THE CORPORATION.**

**WHEREAS**, the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009, requires the board of directors (the “Directors”) of the Town of North Hempstead Business and Tourism Development Corporation (the “Corporation”) to annually review and accept an Property Disposition Policy (the “Policy”); and

**WHEREAS**, staff of the Corporation have composed the Policy included with the materials presented at this meeting; and

**WHEREAS**, the Directors have reviewed and wish to accept the Policy.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Directors hereby accept the Policy; and be it further

**RESOLVED**, that the Directors hereby authorize the Executive Director to post the Policy on the Corporation's webpage, and to take such other action as may be necessary to effectuate the foregoing.

Upon the motion of Mr. Kaiman, the resolution was adopted.

#### **Executive Director's Report**

Mr. Siegel presented the Executive Director's Report, which consisted of an update on the Gold Coast International Film Festival. Between 30 and 50,000 attendees are expected for the event, which will be held June 1-5, 2011.

#### **Adjournment**

Upon the motion of Mr. Kaiman, the meeting was adjourned at 7:24 p.m.

Respectfully submitted,

Andrew M. Hyman  
Secretary of the Corporation